

COUNTY OF LOS ANGELES – DEPARTMENT OF CHILDREN AND FAMILY SERVICES
FOSTER FAMILY AGENCY (FFA) AND GROUP HOME (GH) FOSTER CARE SERVICES
REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ)
ADDENDUM NUMBER NINETEEN
CMS-07-021/023

ATTACHMENT 1

County of Los Angeles
Department of Children and Family Services and Probation Department

**FOSTER FAMILY AGENCY AND GROUP HOME FOSTER CARE
SERVICES REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ)
ADDENDUM NUMBER NINETEEN
CMS-07-021/023**

**RESPONSES TO PROSPECTIVE
CONTRACTORS' QUESTIONS**

May 12, 2016



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QUESTIONS AND ANSWERS

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QUESTIONS AND ANSWERS

FOSTER FAMILY AGENCY FOSTER CARE SERVICES

1. **QUESTION:** So it's for the projected year, so it's going to be for 2017. And it's supposed to be program specific so it's supposed to, like, be a budget only for the FFA. It's not like total program budget or nothing like that. Right?

RESPONSE: The current budget is expected to be your organization's projected budget for the upcoming year based on your organizations current on planned fiscal year.

2. **QUESTION:** About an adoption license, how do you go about obtaining that?

RESPONSE: Agencies interested in obtaining a license should visit CCLD's website at: www.cclld.ca.gov/PG484.htm for more information. Community Care Licensing Division provides Foster Family Home orientations and Adoption Agencies (AA) orientations.

3. **QUESTION:** I was wondering, on October 1, 2017 when the new contract and everything starts for the FFA and all that, if we are contracted under this current contract will we have to submit again October 2017?

RESPONSE: Yes. All organizations that are interested in continuing to provide future services will have to respond to any future competitive solicitations. This includes but is not necessarily limited to any future Request for Statement of Qualifications (RFSQ) for the new contract is open for submission.

4. **QUESTION:** So even if we get accepted under this (RFSQ), we will have to continue services, we have to resubmit?

RESPONSE: Yes. All organizations that are interested in continuing to provide future services will have to respond to any future competitive solicitations. This includes but is not necessarily limited to any

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future Request for Statement of Qualifications (RFSQ) for the new contract is open for submission.

5. **QUESTION:** We're in the process of getting licensed for the FFA, but should it not happen by the June 30th deadline, is there may be some kind of a letter we can write, like an explanation, that we expect to receive it at any moment, something like that? I have to furnish the license by June 30th?

RESPONSE: FFA license must be submitted with the Statement of Qualifications package by June 30th deadline. No explanation letter will be accepted in lieu of the license.

6. **QUESTION:** For all prospective foster parents we understand that they of course have to go through the orientation and then the PS MAPP training and so forth. We've been getting conflicting information. One, that MAPP training is 33-36 hours and I wanted a clear amount of time for MAPP training. And then also for training of foster parents, in our little packet, it made reference to pre-certification and I'm wondering the definition and terminology of that. Are you saying basically that, pre-certification is to train for so many hours on policies and procedures for FFAs?

RESPONSE: The required Partnering for Safety and Permanence-Model Approach to Partnerships in Parenting (PS-MAPP) training is 33-36 hours for County of Los Angeles DCFS, which includes the pre-certification training and paperwork.

7. **QUESTION:** The pre-certification, the definition of that? Does that go with ICCL? [...] I'm thinking that prior to the certificate of approval or the certificate period, they need to be trained maybe on policy and procedures? Is that what we're ...?

RESPONSE: Pre-certification training is required training foster parents must complete prior to certification, to prepare the foster parents to foster and adopt a child. This training is included in the PS-MAPP training.

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8. **QUESTION:** So when you stated that once we're licensed and we have our FFA license and we move forward, we still have to have an MOU with an adoption agency?

RESPONSE: Yes, Licensed FFA agencies that do not have a separate Adoption license will need to have an MOU with an FFA that has an Adoption License for the completion of the Adoption Home studies to provide FFA services to the County of Los Angeles DCFS and Probation.

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QUESTIONS AND ANSWERS

GROUP HOME FOSTER CARE SERVICES

1. **QUESTION:** By “facility” do you mean the group home (GH), do you mean a mental health office?

RESPONSE: The term “facility” on form 21 refers to the CCLD approved Group Home facility where the children reside. For the RCL 14 Group Homes however, agencies are required to include in Form 21 the site where the children would go to get their mental health services; also, a copy of the Mental Health certification for that site needs to be submitted.

2. **QUESTION:** You know where I can find more information on what is a RCL 14 program?

RESPONSE: Information on Rate Classification Level (RCL) can be found on CDSS website at:
<http://www.dss.cahwnet.gov/getinfo/pdf/fcmanb.pdf> and
http://www.childsworld.ca.gov/res/pdf/Overview-GH_RCLs.pdf.
In addition, your LPA can give you more information.

3. **QUESTION:** It says you have to have a copy of a letter of certification from the Department of Mental Health. So they will provide all information?

RESPONSE: Agencies interested in providing RCL 14 Group Home services and not a current holder of Department of Mental Health (DMH) Legal Entity contract should contact the County of Los Angeles Department of Mental Health (DMH) Contract Division at 213-738-4684 and request information on how to obtain Mental Health Certification and a Legal Entity contract to bill Early Periodic and Screening Diagnostic and Treatment (EPSDT)/Medi-Cal for mental health services.

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4. **QUESTION:** Does this contract include mental health components for RCL 14?

RESPONSE: Rate Clarification Level (RCL) 14 services under this contract include youth assessment by Mental Health Professional but does not include mental health dollars. Agencies would need to have a separate legal entity contract with the County of Los Angeles DMH to bill for Mental Health.

QUESTIONS AND ANSWERS

GENERAL QUESTIONS

1. **QUESTION:** How do I contact Contracts?

RESPONSE: All RFSQ related questions should be addressed to Victor Akinmurele via email: akinmv@dcfs.lacounty.gov

2. **QUESTION:** During our family finding, we may find a grandmother and then LA County they do their family finding and they find an aunt. Who takes precedence in those kinds of things?

RESPONSE: While final placement decisions are with the placing agency; the Child and Family Team (CFT) process is meant to be the forum to resolve this and submit a recommendation. All options will be considered.

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QUESTIONS AND ANSWERS

CONTRACT RELATED QUESTIONS

❖ **MINIMUM QUALIFICATIONS**

NO QUESTIONS

❖ **SOQ AND PROGRAM STATEMENT SUBMISSION**

1. **QUESTION:** I'm seeing that some of the forms have changed and there's been some amendments. How do we submit these amendments and changes? So for example, the questionnaire was revised; the Board of Directors was changed, and then in the midst of the last submission we got our adoption license in December. So how do we get those documents into what we already submitted?

RESPONSE: If you've already submitted your Statement of Qualifications (SOQ) and it's been accepted, you don't have to do anything differently. If you're contacted by the Contracts Administration Division requesting additional documents or you have changes to report such as new facility license, new program administrators or a change of address, please submit the revised forms at that time. For the new forms provided in the latest publication of this RFSQ Addendum, please complete them and send one original and 2 copies to the following address and they will be added to your agency's Statement of Qualifications packet.

❖ **REQUIRED FORMS**

1. **QUESTION:** Is there a specific spreadsheet or something that we're supposed to plug in numbers to?

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RESPONSE:

While there is no specific spreadsheet, and the budget must be developed in accordance with Generally Accepted Accounting Principles (GAAP) and formatted accordingly; you can use the SR 3, SR 4, and Semi Annual Expenditure Report forms for the Group Home budgets. The FCA 12 FFA and Semi Annual Expenditure Report forms can be used for the Foster Family Agency budget.

❖ **REQUIRED DOCUMENTS**

NO QUESTIONS

❖ **SOQ REVIEW/SELECTION/QUALIFICATION PROCESS**

NO QUESTIONS

❖ **SAMPLE CONTRACTS and EXHIBITS**

NO QUESTIONS

Updated: May 12, 2016